

**MEMO SHEET: BUDGET TRANSFER INFORMATION**

<b>Department Name*</b>	CHIEF ADMINISTRATIVE OFFIC	<b>Budget Transfer Type:</b>	<b>Transfer 1: BoS Approval</b>
<b>Clerk*</b>	JEREMY APODACA	<b>Document total*</b>	<b>\$ 159,800</b>
<b>Contact phone*</b>	x5838		

**BUDGET TRANSFER HEADER**

<b>Prepared date*</b>	03/03/21	<b>Check Applicable*</b>	<input checked="" type="checkbox"/> One Time (after Adopted Budget)
<b>Fiscal year</b>			<input type="checkbox"/> Continuing (include in the Adopted Budget)
<b>Short Description*</b> <small>(10 characters)</small>	EDCOE	<b>Registrar Item Number*</b>	21-0382 04/20/21
<b>* REQUIRED FIELDS</b>		<b>Project Strings Required:</b>	No

**By signing this memo I hereby certify that:**  
1. information herein is true and accurate to the best of my knowledge, 2. I have been delegated signature authority in accordance with County's policies and procedures and 3. all transfers approved on this journal are in compliance with County policies and procedures and any other relevant governmental regulations.

	<b>Authorized signature*</b>	
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**BUDGET TRANSFER JUSTIFICATION AND DESCRIPTION\*** (will be scanned into FENIX TCM)

This budget transfer increases Professional Services within the Community Corrections Partnership Special Revenue Fund (CCP SRF) in order to reestablish appropriations for payments to the El Dorado County Office of Education (EDCOE).

The County has a contract with EDCOE for AB109 enhanced educational services at the County jails and the Community Corrections Center, and these services are budgeted annually within the CCP SRF.

Due to an invoicing issue, services provided from January 2019 (in FY 18/19) through June 2020 (in FY19/20) were not presented for payment until the current Fiscal Year 20/21. Estimated Fiscal Year 19/20 expenses were accrued, in order to record expenses in the proper fiscal year and avoid appropriations errors upon payment. Actual Fiscal Year 19/20 costs are not fully known, but based on current estimates, the accrued expenses were understated by approximately \$30,000, which will be recorded as current year expenses.

The Fiscal Year 18/19 expenses of \$99,079.78 were not accrued. Therefore, the budgeted funds reverted to fund balance / contingency. Payments for Fiscal Year 18/19 services will be recorded in the current fiscal year, and have resulted in an appropriations error.

Please see the attached worksheet for detail of estimated payments to EDCOE and calculation of this budget transfer.

**FOR AUDITOR'S OFFICE USE ONLY**

Audit date:	_____	Budget Transfer number:	_____
Audited by:	_____	Interfaced by:	_____
		Processed on:	_____

AUDITOR / CONTROLLER'S USE	
TRANSFER #	
JOURNAL #	
DATE	
INPUT BY	

EL DORADO COUNTY APPROPRIATION TRANSFER ( 29125 GOV. CODE )

## BUDGET TRANSFER REQUEST

BUDGET TRANSFER #1 - INCREASING TOTAL APPROPRIATIONS, REVENUES, OR FIXED ASSETS REQUIRES BOS APPROVAL

BUDGET TRANSFER #2 - MOVING APPROPRIATIONS or REVENUE BETWEEN CLASSIFICATIONS REQUIRES CAO APPROVAL

<b>TO BE COMPLETED BY DEPARTMENT</b>	
DEPT NAME	CHIEF ADMINISTRATIVE OFFICE
Budget Transfer Type: Transfer 1: BoS Approval	
Legistar Number & Date: 21-0382 04/20/21	

DOCUMENT TOTAL	\$159,800.00
NUMBER OF LINES	2
NET TOTAL	\$0.00
3/3/2021	PAGE 1 OF 1
DATE	

DEPT CONTACT & EXT.	JEREMY APODACA x5838
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*Jeremy Apodaca*  
DEPARTMENT AUTHORIZATION SIGNATURE AND DATE

**DIRECTIONS:**

- MEMO REQUIRED, IF BOS, INCLUDE A COPY OF THE LEGISTAR MASTER REPORT
- REMOVE THE GREEN COPY AND SUBMIT COMPLETED REQUEST TO THE CHIEF ADMINISTRATIVE OFFICE
- IF BUDGET TRANSFER EXCEEDS 12 LINES, EMAIL EXCEL WORKBOOK TO APINTERFACES AND CAO ANALYST

S F X	Budget Rollup Code	ORG	OBJECT	PROJECT STRING	GL Project	INCREASE OR DECREASE (INC / DEC)	AMOUNT	DESCRIPTION (30 CHARACTERS MAX.)
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4								
5								
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11								
12								

_____	JOE HARN, C.P.A. AUDITOR / CONTROLLER	DATE
_____	CHIEF ADMINISTRATIVE OFFICE - ANALYST	DATE
_____	CHIEF ADMINISTRATIVE OFFICER	DATE

APPROVED AND SO ORDERED THAT THE ABOVE TRANSFERS BE MADE (AS REQUESTED OR AMMENDED) AND INCORPORATED IN THE MINUTES OF THIS MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

_____	SIGNATURE: CHAIR, BOARD OF SUPERVISORS	DATE
_____	ATTEST: CLERK, BOARD OF SUPERVISORS	DATE



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DEPT CONTACT & EXT. JEREMY APODACA x5838

*Jeremy Apodaca* 3/10/21  
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3/3/2021 PAGE 1 OF 1  
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S:\APFORMS\BUDGET TRANSFER 2.XLS

**Community Corrections Partnership (Org 0270730)**  
**El Dorado County Office of Education Payment History**

<u>Location</u>	<u>Date</u>	<u># months</u>	<u>Amount</u>	<u>Status</u>
Pvl Jail	Jul-Sept 2018	3	20,941.18	Paid CK 10367547
Pvl Jail	Oct-Dec 2018	3	24,204.98	Paid CK 10367547
Pvl Jail	Jan-Jun 2019	6	41,585.80	Paid CK 10387804 (paid FY20/21)
Pvl Jail	Jul-Dec 2019	6	49,951.11	Pending
Pvl Jail	Jan-Jun 2020	6	42,769.33	Paid CK 10387965 (paid FY20/21)
Pvl Jail	Jul-Sept 2020	3	25,573.48	Paid CK 10387965
Pvl Jail	Oct-Dec 2020	3	21,049.45	Pending
Pvl Jail	Jan-Mar 2021	3		
Pvl Jail	Apr-Jun 2021	3		

Ave monthly cost (current contract) 7,741.30  
 Estimated Future Costs (6 mo.) 46,447.79

SLT Jail	Jul-Sept 2018	3	19,194.72	Paid CK 10334806
SLT Jail	Oct-Dec 2018	3	19,034.40	Paid CK 10334806
SLT Jail	Jan-Jun 2019	6	28,566.36	Pending
SLT Jail	Jul-Dec 2019	6	41,210.25	Paid CK 10387965 (Paid FY20/21)
SLT Jail	Jan-Jun 2020	6	32,283.53	Paid CK 10387965 (Paid FY20/21)
SLT Jail	Jul-Sept 2020	3	15,132.66	Paid CK 10387965
SLT Jail	Oct-Dec 2020	3	13,361.22	Pending
SLT Jail	Jan-Mar 2021	3		
SLT Jail	Apr-Jun 2021	3		

Ave monthly cost (current contract) 5,665.98  
 Estimated Future Costs (6 mo.) 33,995.89

Probation	Jul-Sept 2018	3	14,300.28	Paid CK 10329450
Probation	Oct-Dec 2018	3	12,010.86	Paid CK 10334806
Probation	Jan-June 2019	6	28,927.62	Paid CK 10386414 (Paid FY20/21)
Probation	Jul-Dec 2019	6	29,595.80	Paid CK 10386414 (Paid FY20/21)
Probation	Jan-Jun 2020	6		
Probation	Jul-Sept 2020	3	14,151.52	Paid CK 10387486
Probation	Oct-Dec 2020	3		
Probation	Jan-Mar 2021	3		
Probation	Apr-Jun 2021	3		

Ave monthly cost (current contract) 4,860.81  
 Estimated Future Costs (15 mo.) 72,912.20

Agmt 136    Agmt 3873    FY20/21

<b>Budget Transfer Calculation</b>	
Pending and Estimated Payments	266,284.02
Less: FY 20/21 Budget Available	(196,773.73)
Budget Overage	69,510.29
Add 15% contingency	10,426.54
Total	79,936.83
Round: Budget Transfer Total	79,900.00